

eVA Interface and Integration Design Team – Import/Export Group

Meeting Minutes
October 02, 2003

Opening:

A meeting of the eVA import/export interface workgroup was called to order at 10:00 AM on 10/2/2003 in Richmond.

Present:

Jan Bond, DGS/DPS	Cheryl Kimball, DOLI/DCR (phone)
Richard Brough, DSS	Andy Kmett, VCE (phone)
Martha Freeland, DMV (phone)	Jim Roberts, DMHMRSAS (phone)
Maria Hatcher, DGS	Samy Sethuraman, VITA (phone)
Stephen Hudson, DGS/DPS	Dana Smith, VITA (phone)

A. Approval of Agenda

The informal agenda:

- 1 – Implementation Status
- 2 – New Work
- 3 – Agencies Status
- 4 – Policy Questions

B. Approval of Minutes

Previous meeting minutes reviewed.

C. Issues

Open Issues

Closed Issues

D. New Business

1. Implementation Status
Nothing to report.
2. New Work.
Nothing to report.
3. Production Status
 - DGS –
 - Holding Tank –COVA and AMS are meeting next week to discuss the functional design document. Maria continues to work on process to handle existing orders in the DGS holding tank.
 - VDOT –
 - Representatives not present.
 - DMAS –
 - Representatives not present.
 - DSS –
 - Richard Brough had nothing new to report.

*** Note: Minutes reflect discussions, not final decisions. A separate document will be provided with final decisions.

DMME –

- Representatives not present.

ABC –

- Representatives not present.

DOLI –

- Cheryl Kimball had nothing new to report.

DEQ –

- Kim Rudisill reported that things are working well. His agency is researching how Pcard orders can be entered directly into their ERP system (instead of eVA), send these orders through the interface, and match the receiving and invoice documents to the PO. The problem is that there is not an easy way to identify the PO from the AMEX statements. Not a problem sending the orders through the interface.

DCR –

- Cheryl Kimball had nothing new to report.

VATECH –

- Representatives not present.

UVA -

- Representatives not present.

VCU -

- Representatives not present.

DMHMRSAS–

- Jim Roberts reported that Northern Virginia Mental Health Institute went live with the interface last week. His staff started working on the implementation at the Western State Hospital yesterday. After the implementation at the Western State Hospital, he will start working with SWVTC and SWVMHI in Hillsville and Marion.

JMU –

- Representatives not present.

ODU –

- Representatives not present

VCE –

- Andy Kmett reported that they are still testing the export.

4. Agency General Status

DMV –

- Martha Freeland reported that the agency is working on the technical documentation and also working on loading the eVA vendors.
- The agency plans to go live with the interface on October 16th.

VITA –

- Samy Sethuraman reported that they are working with the vendor Prod 030 report downloaded from eVA. They have identified two issues that are preventing them from loading the data into their PeopleSoft ERP system, using the File Layout utility in PeopleSoft 8.4.
 1. First issue, there are commas in the City name column followed by state abbreviation and the work “NONE” for Fax number. Maria explained that when the Vendor Self Service registration application was first implemented there were no edits on most of the fields (i.e. City, Fax and Phone number). Older data may need to be clean up. Any data discrepancies should be reported to eva-customer-care@dgs.state.va.us.
 2. Second issue, double quotes in vendor name that has a comma embedded. Maria explained that since the report file is downloaded as a CSV file, it will have double quotes on text fields that have a comma embedded.
 3. Richard Brough from DSS uses SQL loader and does not have any of these issues. Richard will send Samy scripts that he has created to upload the file into the Oracle tables.

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4. Maria will work with Samy to identify solutions or workaround. Maria will test importing the CSV file into MsAccess and MS SQL Server to see if any of these issues are identified. She will also talk with the DGS PeopleSoft programmers for recommendations.
 - Samy would like information on setting up the Java Client to automatically download the report. Maria will send him information.
5. Policy Questions
No new questions.

The next weekly interface meeting will be held on Thursday, October 9, 2003 at DGS in the ISS 9th floor conference room starting at 10:00 a.m. Please be prepared to give your agency's status on the import interface effort and problems if any.

Open Action Items

1. Find out if and how agencies will have access to the DGS Holding database. (Marion Lancaster)

05/29/2003 DGS is not planning on giving agencies access to the DGS Holding database. DGS is actively working with AMS on the design to load "holding tank" data into the eVA data warehouse. Agencies will then be able to access that information through the normal data warehouse reporting process.

Closed Action Items

Prepared by Maria Hatcher

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